

Minutes of the Monthly Meeting of the Health Care for the Homeless (HCH) Co-Applicant Board December 12, 2023, 3:00 p.m.

Location of Meeting:

The December meeting of the HCH Co-Applicant Board was held by Microsoft Teams/telephone due to the Coronavirus Pandemic affecting the State and Nation. As a result, all votes were conducted by roll call to ensure a clear understanding of the vote.

Present at Meeting:

Name	Attendee Type	On Call
Edi Erb	Board Member – Chairperson	<input checked="" type="checkbox"/>
Christa Bruning	Board Member – Secretary	<input type="checkbox"/>
Sandra Grosvenor	Board Member	<input type="checkbox"/>
Jen Post	Board Member	<input checked="" type="checkbox"/>
Maxine Booker	Board Member	<input type="checkbox"/>
Victoria Kelly	Board Member	<input checked="" type="checkbox"/>
Carolyn Keough	Board Member	<input checked="" type="checkbox"/>
Joe Pondolfino	Board Member	<input checked="" type="checkbox"/>
Sgt. Eddie Hillmon	Board Member	<input checked="" type="checkbox"/>
Avery Slyker	Board Member	<input checked="" type="checkbox"/>
Kathy Neumann	Board Member – Alternate for Maxine B.	<input checked="" type="checkbox"/>
Sandnes Boulanger	Board Member – Alternate for Carolyn K.	<input type="checkbox"/>
Lt. Zachary Haisch	Board Member – Alternate for Sgt. Hillmon	<input type="checkbox"/>
Carly Pannella	Board Member – Alternate for Victoria K.	<input type="checkbox"/>
Abbey Collins	Board Member – Alternate for Christa B.	<input checked="" type="checkbox"/>
Dominique Randall	Staff/Community Member	<input type="checkbox"/>
Melissa VanBruggen	Staff/Community Member	<input type="checkbox"/>
Rhonda O'Brien	Staff/Community Member	<input checked="" type="checkbox"/>
Gerni Oster	Staff/Community Member	<input type="checkbox"/>
Elisa DeGregorio	Staff/Community Member	<input checked="" type="checkbox"/>
Lisa Carrillo	Staff/Community Member	<input checked="" type="checkbox"/>
Jodi Groth	Staff/Community Member	<input checked="" type="checkbox"/>
Clark Scott	Staff/Community Member	<input checked="" type="checkbox"/>
Tim Burns	Staff/Community Member	<input type="checkbox"/>
Krista McIlhaney-Issacs	Staff/Community Member	<input type="checkbox"/>
Matthew DiFiore	Staff/Community Member	<input type="checkbox"/>
MaryEllen Dennis, Ph.D	Staff/Community Member	<input checked="" type="checkbox"/>
Joshua Barnett, Ph.D	Staff/Community Member	<input type="checkbox"/>
Abigail Stanton	Staff/Community Member	<input type="checkbox"/>
Jamari Graham	Staff/Community Member	<input checked="" type="checkbox"/>
Kelly Aronoff	Guest	<input type="checkbox"/>
Sara Madden	Guest	<input type="checkbox"/>

The regular meeting of the HCH Co-Applicant Board was called to order at 3:02 p.m.

1. Chairman's Report

a. Declaration of Conflicts of Interest

None

b. Co-Applicant Board – New Members/Renewals/Resignations

Looking for ways to reach out and engage consumers.

c. Unfinished Business/Follow-Up

None

2. Consent Agenda

a. Approval of Minutes, November 14, 2023

b. Medical Executive Committee Meeting Minutes, November 28, 2023

Motion/Vote to approve consent agenda:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avery Slyker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

3. Clinical

a. Quality Improvement Update

- **Clinical Quality Badge Recognition:** Dr. MaryEllen Dennis & Elisa DeGregorio presented the criteria for each quality leader badge earned as well as the badges to strive for in the future.
 - Our health center's 2023 accolades include:
 - The National Quality Leader Bronze Badge for being in the Top 30% tier of the Adjusted Quartile rankings (AQR)
 - The Access Enhancer Badge for increasing total patients served by 8.3%, increasing dental patients served by 17.1%, increasing patients receiving mental health services by 10.9%, and increasing patients receiving vision services by 13.6%.
 - The Health Disparities Reducer Badge for receiving the Access Enhancer Badge while also seeing a reduction in uncontrolled diabetes and low birth weight measure.
- **Depression Screening Measures:** Rhonda O'Brien presented on mood disorders. Depression is the most common mood disorder identified in primary care and many patients turn to substances to self-medicate.

- Joe Pondolfino added that there is a need for talk therapy groups as a resource at Pinellas HOPE in addition to the medication that is being prescribed.

b. **Active Clients/Encounters Trend Reports**

- **Medical/Dental Trend Reports:** Rhonda O'Brien reviewed the year-to-date client trend reports provided in the Board packet through November. Medical: 2,083 unduplicated patients (includes 398 street medicine) with 5,637 encounters. 2,831 is the medical target goal for the year. Dental: 728 patients with 2,829 encounters.
- **Bayside/Safe Harbor Visits Post-Move:** Melissa VanBruggen shared trends that DOH has seen during the temporary clinic relocation. The clinic averaged approximately 73 visits per week before the move and is currently averaging 70 per week.

4. **Governance/Operations**

- a. **Policy & Procedure Changes:** Minor updates made to the Scheduling and Compliance policy were provided in the Board packet and presented for review.

Motion/Vote to approve changes as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Victoria Kelly	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avery Slyker	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

- b. **Change in Scope Request – Nutrition:** To change the delivery method of services provided to clients, a Change in Scope request must be submitted to HRSA for approval. DOH is proposing to change the delivery model for nutrition services from referring clients to a nutritionist to providing the nutrition education at the time of the primary care visit. RNs and/or care coordinators have been providing the nutrition education 1:1 with clients in the absence of the nutritionist in the past; this change will formalize the model moving forward. Elisa DeGregorio clarified that this change in scope will provide greater flexibility for DOH staff to provide client education and care directly.

Motion/Vote to approve the submittal of the Change in Scope request as presented:

Member/Alternate	Motion	Second	Yay Vote	Nay Vote	Abstain	Absent
Edi Erb	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abbey Collins	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandra Grosvenor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jen Post	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathy Neumann	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Victoria Kelly	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carolyn Keough	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joe Pondolfino	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sgt. Eddie Hillmon	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Avery Slyker	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The motion was **unanimously** approved.

c. **Clinic Operations Updates**

- **MMU/Bayside/Street Medicine Calendars:** Calendars were provided in the Board packet. State offices will be closed additional days surrounding the Christmas and New Years holidays, which is reflected on the calendars.
- **Staffing/Vacancies:** DOH is interviewing a candidate for the Program Manager position on Monday. A new staff member has been hired for vaccine outreach program clerical support and will be starting in January 2024. Still recruiting a nurse for the MMU.

- d. **Bayside Expansion/MMU Procurement Updates:** Elisa DeGregorio presented progress photos from the most recent on-site meeting at Bayside, provided an overview of the construction progress, and shared the current project timeline.

A virtual walkthrough of the new MMU took place last week. Progress photos were shared with the Board. Delivery is expected in January/February 2024.

e. **MMU Sites/Enhance Productivity**

- **Past/Future Open House Events:** Safe Harbor outreach event took place on December 4, 2023. Attendees were provided cold night shelter survival kits from HLA.
- **Telehealth:** PERC will be the 9th telehealth site with St. Vincent DePaul in St. Pete following shortly.
- The Point in Time (PIT) Count is coming up on January 25, 2024.

5. **Fiscal**

- a. **Financial Report:** Clark Scott presented the final Financial Report for FY23.
- b. **Notice of Awards:**
None
- c. **New Funding Opportunities:**
None – The \$40,000 VAP continuation funding opportunity was reviewed and voted on last month.

6. **New Business**

None

7. **Project Director Updates**

Dr. MaryEllen Dennis is collaborating with Emergency Services to look at high utilizers and reduce the number of ambulance rides.

The meeting was adjourned at 4:02 p.m.

The next meeting will be held at 3:00 p.m. on **Tuesday, January 9, 2023**, via Microsoft Teams.